Little Falls Lindy Dance Team Booster Club

Official By-Laws

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Amended - 04/08/2025 , 07/08/2025

ARTICLE I - NAME

Section 1: The name of the organization shall be **Little Falls Lindy Dance Team Booster Club** (LFLDTBC) and hereafter shall be referred to as the same.

Section 2: The organization operates as a non-profit, tax-exempt organization in accordance with Section501(c)(3) of the Internal Revenue Code.

ARTICLE II - PURPOSE

Section 1: The Little Falls Lindy Dance Team Booster Club is organized exclusively for the purpose of promoting and supporting the Little Falls Lindy Dance Team, their student athletes, Coaches and families.

Section 2: The Little Falls Lindy Dance Team Boosters are responsible for the promotion of the aforementioned programs within the school and throughout the community and conducting fundraising activities to provide financial support for the program.

ARTICLE III - MEMBERSHIP

The Little Falls Lindy Dance Team Booster Club membership is open to all persons subscribing to the purposes of the LFLDTBC. The membership of the LFLDTBC will consist of those persons currently elected to the Board of Directors along with the balance of the "General Membership." The General Membership

will consist of each family who has an athlete participating, and is strictly voluntary.

The general membership of the LFLDTBC is encouraged to take steps to ensure the present and future well-being of the team and booster organization by bringing initiatives and concerns to the attention of the Executive Board so they can be addressed.

Booster Club membership may be revoked for conduct deemed detrimental to the mission of the booster club. Revocation will require a majority vote of the Executive Board. Detrimental activities can include, but are not limited to, actions found by the Executive Board to be contrary to the purpose, mission, non-profit status or membership requirements as defined by these by-laws.

ARTICLE IV - OFFICERS AND THEIR DUTIES

The officers of the Little Falls Lindy Dance Team Booster Club shall consist of both voting and non-voting members as defined below. The officers shall be elected annually by the general membership and shall serve for a term of 1 year, the President, Vice-President and Treasurer will serve a two-year term. President and Treasurer to be elected on even years, Vice President to be elected on odd years. A term may be renewed indefinitely under the advisement and recommendation of at least two current members of the LFLDTBC Board.

Section 1: PRESIDENT

The President is a non-voting member except to break a tie and as the chairperson of the Boosters and shall uphold the by-laws of the LFLDTBC as follows…

- Has the responsibility of the general management of the LFLDTBC
- Serves as the board contact for LFLDTBC and coaches.
- Serves as the board contact for all board officers.
- Preside at all meetings of the LFLDTBC and prepare the supporting agenda.
- Have the authority to cancel or reschedule meetings.
- Have signature authority of all checks and disbursements, in all accounts.

Section 2: VICE-PRESIDENT

The Vice-President is a voting member and shall uphold the by-laws of the LFLDTBC as follows…

- Perform all duties of the President in the absence of the President.
- Facilitates sponsorship communications, the team poster and team pictures.

- Perform all other duties as may be required by the LFLDTBC and its officers.

Section 3: SECRETARY

The Secretary is a voting member and shall uphold the by-laws of the LFLDTBC as follows…

- Records accurate and detailed minutes of all meetings of the LFLDTBC on Google Document Agenda.
- Distribute the minutes to the LFLDTBC and maintain a soft copy record of all minutes.
- Keep and maintain all records of the LFLDTBC.
- Assists with the management of the LFLDTBC Gmail account.
- Perform all other duties as may be required by the LFLDTBC and its officers

ARTICLE IV - OFFICERS AND THEIR DUTIES (continued)

Section 4: TREASURER

The Treasurer is a voting member and shall uphold the by-laws of the LFLDTBC as follows…

- Is responsible for the accuracy and safekeeping of the funds of the LFLDTBC.
- Keep an accurate account of all financial transactions authorized by the Board of Directors.
- Present monthly reports of financial activity at the regular monthly meetings.
- Will have signature authority to place and pay for orders of all booster merchandise/fundraiser costs and expenses processed through the booster accounts and any other booster related expenses (requires receipts for all reimbursements).
- Collects/records/deposits payments
- Works with Magnify Financial to maintain accurate bank records, process transfers, etc.
- Perform all other duties as may be required by the LFLDTBC and its officers.

Section 5: VOLUNTEER COORDINATOR(S) (2)

The Volunteer Coordinator(s) is a voting member and shall uphold the bylaws of the LFLDTBC as follows…

- Assist in coordinating all fundraising activities for each year.
- Manage and organize parent and dancer volunteers.
- Perform all other duties as may be required by the LFLDTBC and its officers.

Section 6: COMMUNICATIONS DIRECTOR (s) (2)

The Communications Director is a voting member and shall uphold the by-laws of the LFLDTBC as follows…

- Runs all general communication, as directed and/or approved by President or Head Coach to athletes' parents and/or athletes (when applicable)
- Assist in operating and updating the LFLDTBC dance calendar, Facebook account, Instagram.
- Assists in coordinating the outreach and publication for any newspaper or media postings.
- Perform all other duties as may be required by the LFLDTBC and its officers.

ARTICLE V - MEETINGS

Section 1: Regular LFLDTBC meetings will occur once a month all year as called by the President.

Section 2: An annual general booster membership meeting of this organization shall be held once a year in April as scheduled by the President. An adult member of the general membership will receive 1 vote at the annual meeting. Voting will be conducted in person and/or digitally. Digital votes will be verified with one vote per email address or person.

Section 3: It is the responsibility of the President to set the time, location and agenda of the board and general booster meetings and to notify the membership of these items.

ARTICLE VI - VOTING

Section 1: PROCEDURES

- Each LFLDTBC voting Board Member will have one vote.
- Motions made at any LFLDTBC Board meeting must be voted on or tabled for discussion.
- Voting may occur in person or via e-mail, teleconference or other communication means as deemed sufficient by the LFLDTBC President.
- Roberts Rules is used as a guide in all voting matters.
- The LFLDTBC membership requires that appreciation and respect must be shown during all discussions and voting.

Section 2: QUORUM & TIES

- A quorum constitutes 60% of all voting members of the LFLDTBC.
- No official business may be acted on without a quorum.
- In the event of a tie, the motion fails and additional action can be considered as follows: Discussion of the issue, during which the motion may be modified and introduced again or withdrawn.

Section 3: EXCLUSIONS

- School Board Members, Activities and Athletics Directors, Coaches or Advisors are excluded from holding a voting seat.

ARTICLE VII - ELECTIONS

Section 1: PROCEDURES

- The officers of the Board of Directors of the LFLDTBC shall be elected at the annual meeting in April. Voting may be conducted digitally, as well as in person as long as it can be verified that only one vote per person/ email address has been cast.

Section 2: TENURES

- The President and Treasurer shall serve a term the length of two years from April to April elected on even years
- The Vice-President shall serve a term the length of two years from April to April elected on odd years
- The Secretary, Volunteer Coordinator, Communications Director and Team Events Director shall serve a term the length of one year from April to April.

Section 3: VACANCIES

- Vacancies within the LFLDTBC occurring during the year shall be filled by a majority vote of the remaining Board of Directors.
- The elected shall remain in office for the duration of the unexpired term and may run for election in future terms.

Section 4: IMPEACHMENT

- Any officer or director may be removed from office by a majority vote by all voting board members of the LFLDTBC for failure to perform their duties as stated

- Any officer or director may be removed from office for unlawful acts affecting the LFLDTBC or any act to consciously misrepresent the mission and operation of the LFLDTBC.
- Removal may also be for any reason deemed necessary as agreed upon and voted unanimously by the LFLDTBC voting board.

Section 5: EXCLUSIONS

- No one person can hold more than one officer position in the LFLDTBC.
- All officers shall serve without compensation.
- In the event of multiple dancers or split households there can be only 1 voting board member per family.

ARTICLE VIII - INCOME AND EXPENDITURES

Section 1: Any monies raised by the LFLDTBC shall be held in a local bank account and shall be used to fund uniforms and other miscellaneous expenses in support of the dance team.

Section 2: The booster organization books, beyond April 2024, will be available upon request for review by any member of the LFLDTBC.

Section 3: Monies raised by, for, or in the name of the LFLDTBC under the boosters' sponsorship, become the property of the organization.

Section 4: The LFLDTBC board will recommend an annual fundraising target for the benefit of the team.

Section 5: The Treasurer shall submit a detailed summary of expenditures to the LFLDTBC Board on a monthly basis.

Section 6: The LFLDTBC Board may accept on behalf of the LFLDTBC any contribution, gift, or bequest for the general purpose or for any special purpose of the LFLDTBC.

Section 7: All expenses must be pre approved by the LFLDTBC Board and receipts are required for reimbursement.

Section 8: Any expenditures requested by the coach(s), will require approval from the LFLDTBC board.

ARTICLE IX - APPROVAL OF ACTIVITIES

Section 1: This organization shall not support any activity on behalf of the board without previously being approved by the LFLDTBC Board.

ARTICLE X - CREATIVE DIRECTION

Section 1: The selection of participants, uniforms, music, formations, routines and scheduling is the sole responsibility of the Head Coach.

ARTICLE XI - FISCAL YEAR

Section 1: The fiscal year of the LFLDTBC shall begin on April 1st and end on the following March 31st.

ARTICLE XII - CONFLICT OF INTEREST

Section 1: The Board and membership of the LFLDTBC will scrupulously avoid any real or apparent conflict of interest in the selection or implementation of fundraising activities, purchase of equipment etc. In the event that a conflict of interest arises, the matter will be discussed in a LFLDTBC meeting, in which any related decisions will be decided by a majority vote.

ARTICLE XIII - TERMINATION

Section 1: The Athletic Director shall have the authority to disband the LFLDTBC at any time for any reason with the approval of the ISD #482 School Superintendent.

ARTICLE XIV - FUTURE

Section 1: It is our intent to remain an active organization. However, if the LFLDTBC should disband, any monies in our treasury shall be the property of Independent School District #482 for the benefit of the Dance Team.

ARTICLE XV - AMENDMENTS

Section 1: The Bylaws of the Little Falls Lindy's Dance Team Booster Club may be amended by a majority of the voting members at any booster meeting. The amendments must be presented in writing and voted on.